## How to complete your OMSIP Application Form for obtaining an OMSIP Contract

Please read the following instructions carefully before filling in your application card.

Samples of both the front and reverse sides of the application form are illustrated.

The numbers circled in blue on each sample correspond with the numbered instructions listed below.

- Social Insurance Number. If you have a Social Insurance Number print it in the space provided.
- Previous OMSIP coverage. If you have been insured before under an OMSIP contract, print the contract number and the last name of the contract holder in the space provided. If you do not know the previous contract number, print in "NOT KNOWN"
- 3 Last Name. Print your last or family name where indicated. (Example: Smith, Brown, Jones, etc.)
- 4 Given Names. Print your first given name (Example: John, Harry, Mary, Louise) on the line of squares headed "First Given Name". If you have a second given name place the initial of this name (Example: B for Betty or A for Adam, etc.) in the square headed "2nd Init."
- (5) Birthdate. Place the number of the day on which you were born, the month in which you were born (or its abbreviation) and the year in which you were born, in the space provided. (Example: 17 Feb. 1934).
- Sex. In the box headed "Sex" indicate whether male or female.
- 7 Address. Print your address beginning with the house number and street and followed by the Clty, Town, Village or Post Office No., in the three lines of squares provided.

- (Example: "123 Main Street, Toronto 7, Ontario" or "R. R. # 1 Kenora.")
- County or District. In the box stating: "County or District", place the appropriate answer. For example, if you live in Peel County, print the word "Peel"; if you live in the District of Tamiskaming, print "Tamiskaming".
- OHSC Number. If you are covered for hospitalization by the Ontario Hospital Services Commission (OHSC) please print your OHSC contract number in the souares provided.
- Marital Status. Indicate which status applies to you by checking the appropriate box.
- (1) Occupation. Print in your occupation and the kind of business or industry in which you work (Example: Carpenter-Building; Farmer-Agriculture; Salesman-Bakery).
- Dependants. Print the first name of your wife or husband on the line provided. Print the first name of each of your eligible dependant children, starting with the eldest, on the lines following. If you have more than four eligible dependant children, continue your list under the section headed: "Additional Dependant Children" located on the reverse side of the application. If you have more than nine eligible dependant children and you have filled out both related areas on the application form, list all others, in the same manner as on the application, on a

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separate sheet and return this sheet with your application form to OMSIP.

In the section headed "Birthdate" print the number of the day of birth, the month and the year in which the child was born (Example: 19 Sept., 1954). In the section headed "Sex" indicate M for male and F for female.

Ontario, in the box located under the statement: "If you have lived in Ontario for at least 90 days but for less than 120 days, state the date when you commenced residence," place the date (day, month, year) when you commenced living in Ontario. (New immigrants to Canada and Ontario qualify 90 days following the day of establishing landed immigrant status). If you apply for OMSIP coverage within the 30 day period following completion of your 90 day residency requirement, coverage commences on the first day of the month following that in which your application is received and approved at OMSIP.

Previous Coverage. If any of the dependent listed on the application, either the husband wife, or dependant children, were covered und a previous OMSIP contract, print their fir names, the last or family name, and the OMSI contract number under which they were previously insured, in the space provided. If you donknow the previous OMSIP contract number, findependant name(s), print "NOT KNOWN in previous contract number box.

Leaving a Group Plan. If you are applying with in 30 days of the termination of your coverage by a group medical insurance plan, print the date on which your coverage ended, the name of the insuring agency under which you were covered and your former policy or contract number, of the appropriate lines in the box provided. You must also include a "notice of termination group coverage" form £239, available fro OMSIP. Coverage with OMSIP then begins of the day following the date of termination of you group medical insurance coverage, providing you with continuous coverage.

ARIO FOR AT LEAST 90 DAYS, SUT LESS THAN 120 DAYS, STATE THE DATE WHEN YOU COMMENCED RESIDENCE.		CONTRA UMBER U	CT. BIV	THE LAST OR FAMILY NAME AND	ORDUP INSURANCE PLAN WITH- IN THE LAST 30 DAYS STATE DATE OF TERMINATION:	
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FOR OMSIP USE ONLY			PREMIUM ASSISTANCE  I HEREBY APPLY FOR PREMIUM ASSISTANCE. I DECLARE THAT I HAVE LIVED IN ONTARIO FOR THE PAST 12 MONTHS. I AM NOT COVERED FOR TOTAL MEDICAL CARE BY GOVERNMENT.			
ADDITIONAL DEPENDANT CHILDREN		DATE	SE M DR		ELF AND OF MY ELIGIBLE DEPEND.	
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STH CHILD						
TYH CHILD				MADE BY ME ON THIS APPLICATION.		
STH CHILD	1	11				
PTH CHILD	1			19		

Signature. In the space provided place the date (number of the day, the month and the year), on which you are making application for OMSIP coverage, and sign your name.

Premium Assistance. Premium assistance is available on a yearly basis provided you have lived in Ontario for at least 12 months prior to the date of application and are not already covered for total medical care by government. Premium assistance is based on the combined total taxable income of you and your dependants for the year ended December 31st last.

Note: Taxable income is the amount of income on which you pay tax AFTER deductions for dependants (wife, children) and other exemptions (medical expenses, charitable donations, etc.)

If you and your dependants had no taxable income for the year ended December 31st last, write "NIL" in the space provided. You will then receive OMSIP coverage free of charge. Sign your name on the line marked "Signature of Applicant" and write in the date (day, month and year).

MAKE SURE YOUR APPLICATION IS FILLED OUT ACCURATELY

Information given on your application form will be recorded in OMSIP's computer data file.

Note: All OMSIP claims for medical services are computer processed. Information given on your claim is matched by OMSIP's computer with the information originally provided on your application. Your claim can be paid only when the information on your claim matches the information on our file.

IMPORTANT: OMSIP coverage commences three months following the date on which your application is received and approved. See OMSIP General Information Brochure No. E-205D for full details and exceptions.

## DO NOT SEND PAYMENT WITH APPLICATION FORM



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## **OMSIP**

APPLICATION INSTRUCTIONS



ONTARIO MEDICAL SERVICES INSURANCE PLAN